

PORT HAWKESBURY TOWN COUNCIL
COMMITTEE OF THE WHOLE
Held Virtually

Minutes of Meeting
December 15, 2020

Present

Mayor, Brenda Chisholm-Beaton
Deputy Mayor, Blaine MacQuarrie
Councilor, Jason Aucoin
Councilor, Hughie MacDougall
Councilor, Mark MacIver
Chief Administrative Officer, Terry Doyle
Director of Finance, Erin MacEachen
Director of Marketing, Recreation, Tourism & Culture, Paula Davis
General Manager, Facilities and Operations, Gordie Snook
Manager, Engineering and Public Works, Jason MacMillan
Town Solicitor, Patrick Lamey

1. Call to Order

A meeting of the Committee of the Whole was held virtually Tuesday, December 15, 2020 and called to order at 7:00 p.m. by Mayor B. Chisholm-Beaton.

2. Additions to Agenda

- i. JA Douglas McCurdy Airport Advocacy Request - Mayor B. Chisholm-Beaton
- ii. Cape Breton Partnership Proclamation Request - Mayor B. Chisholm-Beaton
- iii. Housing Survey – Mayor B. Chisholm-Beaton
- iv. Budget – Councilor M. MacIver

3. Approval of Agenda

MOVED by Deputy Mayor B. MacQuarrie and SECONDED by Councilor J. Aucoin “to approve the agenda with 4 additions”. MOTION CARRIED.

4. Presentations

No presentations

5. Council Reports on Assigned Committees

Deputy Mayor B. MacQuarrie updated on a recent meeting of the Strait Area Transit, and would be attending another meeting of that Committee where the Chairperson would be appointed.

Councilor J. Aucoin updated Council on a Destination Reeves Street Pilot Review committee meeting. The committee is looking at ways to engage the public for feedback, and looking at a possible extension of the pilot to compensate for changes in traffic due to the pandemic.

Mayor B. Chisholm-Beaton updated Council on a meeting with MP Mike Kelloway that was recently attended where potential upcoming funding opportunities were discussed.

Mayor B. Chisholm-Beaton also updated Council on a meeting of all Cape Breton Island Municipal Leaders with the Cape Breton Partnership, MP’s and MLA’s where the pandemic, the recent reduction in

service to the JA Douglas McCurdy airport, and advocacy for shopping local were topics of discussion. An update from the Strait Richmond Housing Matters Coalition was also provided.

6. CAO REPORTS

i. MARKETING, RECREATION, TOURISM & CULTURE

Director, Paula Davis provided an update. The areas that were addressed were:

- Fitness Centre,
- Strait Area Pool,
- Strati Area Trails,
- Community Outreach,
- Bicycle Nova Scotia,
- Winter Programs, and
- Waste Management.

Following the presentation, a review of the ICIP application submitted to the NS. Dept. of Energy was provided by Director P. Davis and Manager J. MacMillan. Funding was made available through the department specific to active transportation projects. The Connect Port Hawkesbury and Beyond project overview highlighted new connections to the Waterfront, Eastern Town Connector, Reeves Street Connection, MacQuarrie Drive Connection and the Tamarac Off-Road Connection. The connections were driven based on feedback through various conversations with Council, public consultation and other general feedback.

CAO T. Doyle added that there is opportunity for Council to review the project in more detail and provide input as it is in the conceptual planning stage. Council was interested in having another information session with staff specific to this application in January.

ii. ENGINEERING and PUBLIC WORKS REPORT

Manager of Engineering and Public Works Jason MacMillan provided a detailed update on the projects and initiatives ongoing in his department including:

- Traffic Sign Report,
- Staff Training,
- Tenders and Procurement,
- Beautification/Wayfinding Signage Project,
- FCM MAMP Funding Application, and
- Street Light Survey.

A general overview of public works staff monthly tasks was also provided.

iii. FINANCE

Director of Finance E. MacEachen provided an update on:

- Audit Planning,
- PVSC 2021 Assessments,
- AMANS Facilitation, and
- Leases.

iv. FACILITIES, OPERATIONS AND PARKS

The General Manager, Facilities, Parks and Operations, Gordie Snook provided a report on the initiatives ongoing in his department including;

- Civic Centre
- Oceans Innovation Centre retrofit (Creamery),
- Pools,
- Fields/Parks,
- Fire Hall,
- Allan J MacEachen Regional Airport, and
- Accessibility.

v. BY-LAWS and POLICIES

a. Council Procedural Policy

CAO T. Doyle provided an overview of meetings held previously on pieces of the Council Procedural Policy, Procedural Motions Appendix and the Code of Conduct Policy. He stated that Council agreed to delay moving forward on the new Code of Conduct Policy pending a template from the Dept. of Municipal Affairs and Housing. This has not yet been provided, therefore, our draft Code of Conduct was sent to the Department to see how it coincides within their anticipated framework. Council agreed to hold off on moving the Code of Conduct forward pending feedback from the Dept. of Municipal Affairs and Housing.

CAO T. Doyle stated the intent to bring the overarching Procedural Policy forward to the January Committee of Whole.

7. Other Business

i. Strait Area Ground Search & Rescue, Director, E. MacEachen

Director E. MacEachen presented the request from the Strait Area Ground Search and Rescue Association for \$5,000, and explained that in the past, Council has provided support based on population to the Association in the amount of \$1,200.

Council agreed to move the request forward to the public meeting at the historical \$1,200 amount, and Director E. MacEachen would follow up with other local Municipalities to determine if they maintained their historical funding levels.

8. Approved Additions

i. JA Douglas McCurdy Airport

Mayor B. Chisholm-Beaton circulated a press release to Council prior to the meeting where Air Canada was pulling service from the JA Douglas McCurdy Airport in January. The importance of scheduled service to the region was discussed. Council agreed that support should be shown, and asked about the form in which the support could be shown. Mayor B. Chisholm-Beaton was going to reach out to other Municipalities and determine what was being included in advocacy letters and to whom they would be addressed. A draft letter of support would be brought forward to the January Public Meeting.

ii. Cape Breton Partnership Proclamation Request

The Cape Breton Partnership has asked the Municipality to make a Shop Local Day proclamation, and Mayor B. Chisholm-Beaton had circulated a draft proclamation to Council. It was agreed to bring the proclamation forward to the January public meeting. Council also asked if shop local advertising could be conducted before the Christmas holiday.

iii. Housing Survey

Mayor B. Chisholm-Beaton had worked with the Cape Breton Partnership on a draft survey for housing needs which was circulated to Council for input and feedback in advance of the survey being launched publically. Based on a question from Deputy Mayor B. MacQuarrie, Mayor B. Chisholm-Beaton stated that this work was initiated following meetings with potential developers who were looking for more information on local housing requirements. Deputy Mayor B. MacQuarrie stressed the importance of moving these initiatives forward collaboratively in connection with the local Housing committee of Council.

iv. Budget

Councilor M. MacIver requested a financial update at the January Committee of Whole. Director E. MacEachen stated that the quarterly financial update for December 31, 2020 would take place at the January Committee of Whole, and for Council to provide feedback on any specific focus of this update at any time.

8. Future Meetings

- Public Meeting January 5, 2020
- Committee of Whole January 19, 2020

The Agenda for the Public Meeting will be circulated on December 23rd, and changes would be made until January 4th, 2021.

9. Adjournment

MOVED by Deputy Mayor B. MacQuarrie and SECONDED by Councilor M. MacIver to adjourn the December 15, 2020 meeting of the Committee of the Whole at 8:46 p.m. MOTION CARRIED.

Jan 6, 2021
Date

Terry Doyle
Approved :
Terry Doyle, P.Eng.
Chief Administrative Officer

Erin MacEachen
Recorded by:
Erin MacEachen
Director of Finance